

INDIANAPOLIS LIGHTHOUSE CHARTER SCHOOL

2009-2010 Performance Analysis

Core Question 3: Is the school meeting its operations and access obligations?

3.1. Has the school satisfactorily completed all of its organizational and governance obligations?	
STANDARD	School has substantially completed all of its organizational and governance obligations as specified in the Compliance and Governance Handbook, including: a) maintenance of adequate “compliance and governance binder” containing all required documents; b) completion of criminal background checks on all Board members; c) transparency of meetings and decision-making in accordance with open meetings obligations; d) maintenance of adequate Board minutes. Any concerns are minor and the school presents a credible plan to address them.

2009-10 Performance: Meets Standard

In the 2009-2010 academic year, Indianapolis Lighthouse Charter School (ILCS) successfully restructured reporting responsibilities among existing staff, so that the school’s Office Manager, Principals, and the school’s Regional Director shared responsibility for submitting required materials. The school has completed its reporting requirements to the Mayor’s Office and the Indiana Department of Education in a timely manner. Lighthouse Academies, Inc., the school’s Education Management Organization, is responsible for maintaining the compliance binder and documents, which have been satisfactorily completed over time.

The school routinely documents that background checks are conducted for all board members and complies with public access and open door policy by posting notices of board meetings. Board meeting minutes are always kept and have been sent to the Mayor’s Office in a timely manner. The minutes of board meetings reflect discussions of a diverse range of school issues and include adequate detail regarding discussions, deliberations, and decisions.

Based on their performance in the 2009-10 academic year, ILCS has met the Mayor’s Office standard for this indicator.

3.2. Is the school’s physical plant safe and conducive to learning?	
STANDARD	Significant health and safety code requirements are being met AND the facility generally provides a safe environment that is conducive to learning, based on conditions such as: a design well-suited to meet the curricular and social needs of its students, faculty, and community members; a size appropriate for the enrollment and student-teacher ratios in each class; good maintenance and security; well-maintained equipment and furniture that match the educational needs of the students; and accessibility to all students.

2009-10 Performance: **Meets Standard**

In 2009-10, the ILCS facility met all health and safety code requirements and provided a safe environment conducive to learning. The facility's design, size, maintenance, security, equipment and furniture are all adequate to meet the school's needs. The school is accessible to all including people with physical disabilities. The Mayor's Office monitoring of ILCS's compliance with health and safety code requirements has not revealed any significant concerns related to these obligations. Accordingly, the school meets the Mayor's Office standard for this indicator.

3.3. Has the school established and implemented a fair and appropriate pupil enrollment process?	
STANDARD	The school's enrollment process complies with applicable law; there are minimal documented parent complaints suggesting that it is not being implemented fairly or appropriately; AND the school has engaged in outreach to students throughout the community.

2009-10 Performance: **Meets Standard**

In 2009-10, ILCS's admission and enrollment practices met the requirements of Indiana's charter school law. The Mayor's Office received no complaints from parents regarding the school's enrollment practices. The Mayor's Office received copies of ILCS's enrollment policies and marketing plans. The school has implemented a lottery system and gives preference to siblings of current students, as allowed for by law. Based on the 2009-10 academic year, the school meets the Mayor's Office standard for this indicator.

3.4. Is the school properly maintaining special education files for its special needs students?	
STANDARD	The school is fulfilling its legal obligations regarding special-needs students, as indicated by conditions such as the following: individualized education plans are up-to-date, student evaluations or re-evaluations have occurred within the appropriate timeframe, files contain the relevant required information, such as, file log sheet, parent consent form, documentation of case conference notification to parents and other conference participants and signatures of attendees at case conferences.

2009-2010 Performance: **Approaching Standard**

ILCS is not yet completely fulfilling all of its legal obligations regarding maintenance of special-needs student's files. Further improvements are required to ensure that all individualized education plans are up-to-date, case conferences are held within the appropriate timeframe and that files contain log sheets, procedural safeguard agreements, and other required documentation.

In order to evaluate this question, an expert analyst conducted a file review in the spring of 2010 of the school's special education files. Their findings noted: 1) three IEP's were generated the day of or days before their intended case conference; 2) on several IEP's case conference

committee meetings were signed the day of, back dated, or were unsigned; and 3) three IEP's did not possess parent signatures. The site team also noted that dates of original notification to parents were unclear. Therefore, ILCS is approaching standard on this indicator.

3.5. Is the school fulfilling its legal obligations related to access and services to English as a Second Language (ESL) students?	
STANDARD	The school is fulfilling its legal obligations regarding ESL students, as indicated by conditions such as the following: appropriate staff have a clear understanding of current legislation, research and effective practices relating to the provision of ESL services; relationships with students, parents, and external providers that are well-managed and comply with law and regulation.

Not Applicable. This sub-question was not examined in 2009-10 because the school did not serve a significant number of ESL students.